

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

*April 86 - March 87 Statistics*

FROM:

EXTENSION NO.

DATE

*3/25/87*

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

*OL/IMSS*

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

*Last piece on the report,  
call me if you need  
any thing, else.*FORM  
1-79

610

USE PREVIOUS  
EDITIONS

★ U.S. Government Printing Office: 1985-494-834/40166

APRIL 1986 - MARCH 1987

## ACTIVITIES &amp; ACCOMPLISHMENTS

## EXECUTIVE DINING ROOM

25X1

Meals Served: 

## MOTOR POOL BRANCH

25X1

25X1

25X1

Transported  Passengers ( +11% ).Traveled  Miles ( +7% ).

## MAIL &amp; COURIER BRANCH

25X1

Processed  Postal Mail ( +18% )Delivered  Agency Mail ( +16% )

25X1

Initiated Delivery to 8 New Stops

25X1

Traveled  Miles.

## BUILDING SERVICES BRANCH

Classified Trash Destruction 3,322 Tons (-6%).

## MISCELLANEOUS

Trouble Calls: 16,835 (+28%).Pneumatic Tube Traffic: 916,462 (-8%).Renovation Actions: 2,558 (+11%).~~CONFIDENTIAL~~